



APPLICATION FOR INDIVIDUAL ALCOHOL & DRUG EVALUATION

(Please Print Legibly)

One Application per approval

My current credential is: LCAC ☐, LAC ☐, Other-Please describe:

My current credential expires on:

Education Level:

Legal Name:

Home Address: City: State: Zip: Home Telephone:

Office/Work Address: City: County: State: Zip:

Office/Work Telephone: Fax:

Licensed A&D Program or Agency you work for (if applicable)

Electronic Communication

Please provide an email address to receive emails from the State. Your approval certificate will be emailed to this address.

Email:

Individual services are available in the following languages:

Please check all those that apply for the Individual listed above.

☐ Spanish ☐ Korean ☐ American Sign Language ☐ Other: (Please specify)
☐ Vietnamese (ASL)

*Application Help Guide on next page

Please return the completed application with all required materials to:

Megan.Thompson@KS.gov **Or**

KDADS

Survey Certification & Credentialing SUD / Attention: Megan Thompson

612 S. Kansas Avenue

Topeka, KS 66603

APPLICATION Help Guide

Materials Required for Alcohol & Drug Evaluation APPROVAL

- ☐ Application
 - ☐ A copy of BSRB Licenses Per KSA 8-1008 (see below)
 - ☐ Attestation
 - ☐ Complete the security agreements and computer questionnaire(s) as the next step in the application process as stated on the attestation form below.
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Please return the completed application to:

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2012 Kansas Statutes

8-1008. Alcohol and drug evaluations; when required; providers; reports; standardized substance use evaluations. (a) As used in this section, "provider" means: (1) A professional licensed by the behavioral sciences regulatory board to diagnose and treat mental or substance use disorders at the independent level who is compliant with the requirements set forth by the secretary of social and rehabilitation services as described in subsection (f); or (2) a professional licensed by the behavioral sciences regulatory board who is working in an alcohol and drug treatment facility licensed by the secretary of social and rehabilitation services as meeting the requirements described in subsection (f).

(b) A provider shall provide:

(1) Alcohol and drug evaluations, prior to sentencing, of any person who is convicted of a violation of K.S.A. 8-2,144 or 8-1567 or K.S.A.

2012 Supp. 8-1025, and amendments thereto, or the ordinance of a city or resolution of a county in this state which prohibits the acts prohibited by those statutes; and

(2) alcohol and drug evaluations of persons whom the prosecutor considers for eligibility or finds eligible to enter a diversion agreement in lieu of further criminal proceedings on a complaint alleging a violation of K.S.A. 8-1567 or K.S.A. 2012 Supp. 8-1025, and amendments thereto, or the ordinance of a city or resolution of a county in this state which prohibits the acts prohibited by that statute.

(c) A provider shall be capable of providing, within the judicial district: (1) The evaluations required under subsection (b); (2) the alcohol and drug evaluation report required under subsection (d) or (e); (3) the follow-up duties specified under subsection (d) or (e) for persons who prepare the alcohol and drug evaluation report; and (4) any other functions and duties specified by law. The secretary of social and rehabilitation services shall provide each judicial district with an electronic list of providers, and, except as provided further, such list shall be used when selecting a provider to be used as described in subsections (d) and (e). The secretary of social and rehabilitation services shall also make all such lists publicly available on the official website of the department of social and rehabilitation services. Any provider performing services in any judicial district under this section prior to July 1, 2011, may continue to perform those services until July 1, 2013.

(d) (1) Except as provided further, prior to sentencing, an alcohol and drug evaluation shall be conducted on any person who is convicted of a violation of K.S.A. 8-2,144 or 8-1567 or K.S.A. 2012 Supp. 8-1025, and amendments thereto, or the ordinance of a city or resolution of a county in this state which prohibits the acts prohibited by those statutes. The alcohol and drug evaluation report shall be made available to and shall be considered by the court prior to sentencing. Except as provided further, the court shall order that the cost of any alcohol and drug evaluation for any person shall be paid by such person to the provider at the time of service. If the court finds that such person is indigent, the provider shall agree to accept payment as ordered by the court and the court shall order that the cost of any alcohol and drug evaluation be paid to the provider by such person as part of the judgment. The cost of any such evaluation shall be not less than \$150.

(2) The provisions of this subsection shall not apply to any person convicted pursuant to subsection (b)(1)(C) of K.S.A. 8-2,144, subsection (b)(1)(C), (b)(1)(D) or (b)(1)(E) of K.S.A. 8-1567 or subsection (b)(1)(B), (b)(1)(C) or (b)(1)(D) of K.S.A. 2012 Supp. 8-1025, and amendments thereto.

(e) An alcohol and drug evaluation shall be conducted on any person whom the prosecutor considers for eligibility or finds eligible to enter a diversion agreement in lieu of further criminal proceedings on a complaint alleging a violation of K.S.A. 8-1567 or K.S.A. 2012

Supp. 8-1025, and amendments thereto, or the ordinance of a city or resolution of a county in this state which prohibits the acts prohibited by that statute. The alcohol and drug evaluation report shall be made available to the prosecuting attorney and shall be considered by the prosecuting attorney. The cost of any alcohol and drug evaluation for any person shall be paid by such person to the provider at the time of service, and shall be not less than \$150.

(f) On and after July 1, 2013, all alcohol and drug evaluations conducted pursuant to this section shall utilize a standardized substance use evaluation approved by the secretary of social and rehabilitation services and be submitted in a format approved by the secretary of social and rehabilitation services. On or before July 1, 2013, the secretary of social and rehabilitation services shall promulgate rules and regulations to implement this section.

History: L. 1982, ch. 144, § 10; L. 1983, ch. 37, § 1; L. 1985, ch. 51, § 1; L. 1990, ch. 94, § 2; L. 1994, ch. 350, § 1; L. 1995, ch. 208, § 3; L. 1999, ch. 57, § 1; L. 2001, ch. 5, § 35; L. 2001, ch. 200, § 4; L. 2011, ch. 105, § 10; L. 2012, ch. 172, § 13; July 1.

Attestation for A&D evaluations (DUI offenders)

Renewed with each license year

Please read the following provisions and place your hand written initials beside each provision, then sign below certifying that you will comply with each provision and all other requirements set forth in K.S.A. 8-1008. Programs-Please use 1 attestation per employee.

Print Name of employee: _____

_____**Remove evaluator
from directory**

_____ 1. I agree to notify KDADS/ Survey Certification & Credentialing of any change in business location or termination of services at least thirty (30) days before the proposed date of the change or termination to ensure that the electronic list of providers under K.S.A. 8-1008 is current.

_____ 2. I agree to notify KDADS/ Survey Certification & Credentialing within three (3) business days if the status of my license is suspended, revoked, or otherwise changed, or if I am no longer in practice to ensure the electronic list of providers under K.S.A. 8-1008 is current. **Provide the following for the directory;**
Program Name, County, City, Address, Telephone, Email, Languages other than English

_____ 3. I agree to maintain the confidentiality of client files according to federal Health Insurance Portability and Accountability Act of 1996 and amendments thereto, together with regulations issued modifying 45 CFR Parts 160 and 164 (the "HIPAA Security and Privacy Rule"); and the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) pursuant to Title XIII of Division A and Title IV of Division B, called the "Health Information Technology for Economic and Clinical Health" (the "HITECH ACT") and any accompanying and subsequently adopted amendments or regulations including the final rule issued January 25, 2013 (FR Vol. 78, No. 17 (Jan. 25, 2013)) and 42 CFR Part 2.

_____ 4. I agree to charge a fee of not less than \$150.00 to be collected at the time of service for any alcohol and drug evaluation as required by K.S.A. 8-1008.

_____ 5. I agree to provide the court with a summary of the information from the standardized substance use evaluation conducted utilizing KDADS standardized assessment tool (KCPC), which includes my recommendations for treatment as required by K.S.A. 8-1008.

I have read and understand the above provisions and agree to comply with the provisions and all other requirements set forth in K.S.A. 8-1008 when conducting alcohol and drug evaluations. I understand that I can be removed from the electronic list of providers for drug and alcohol evaluations and no longer have access to the standardized assessment tool if I do not abide by the above requirements.

Signature

Date

If this individual does not have but needs Citrix KCPC access, please complete the following forms. Please go to the link below and follow the path. You may call KDADS HelpDesk 785-296-4357 or www.KDADS.HelpDesk@KS.gov to see if your access is suspended or deleted. Paperwork may not be needed if the access is just suspended.

www.kdads.ks.gov

*Click on Web Apps on the top row

*Click on the "KDADS Web Application Access Security agreement" Just under "Web Applications"

- 1) The KDADS security agreement- the embedded on-line submission form on this page.
- 2) The EAS Citrix security form, RETURN TO KDADS HELP DESK
- 3) The DCF security form, RETURN TO KDADS HELP DESK
- 4) The awareness training (cyber) & submission of the certificate at the end. RETURN TO KDADS HELP DESK
- 5) If your computer doesn't already have the KCPC, then you will need to complete the computer questionnaire. RETURN TO KDADS HELP DESK